

# Kentucky Bicycle and Bikeway Commission



## KBBC Meeting 4-9-2013 With Notes

In attendance: via video locations and phone

Stites & Harbison office, Lexington	Bill Gorton ( <b>KBBC Chair</b> )
Highway District 5 office, Louisville	Katie McBride ( <b>KBBC Commissioner</b> / newly elected treasurer)
Highway District 6 office, Northern Kentucky	Jason Ramler ( <b>KBBC Commissioner</b> ), Marsh Bach
GRADD office, Owensboro	Robert Schley Cox ( <b>KBBC Commissioner</b> )
Highway District 3 office, Bowling Green	Helen Tyson Siewers ( <b>KBBC Commissioner</b> ), Jeff Moore (KYTC D-3/Transportation Eng Technologist III), Jennifer Tougas (WKU Director of Parking & Transportation)
KYTC video conference meeting room C122	<b>KYTC Division of Planning:</b> Lynn Soporowski (Modal programs Branch Manager) Troy Hearn (Bike /Ped Coordinator), Randy Thomas ( <b>KBBC Commissioner</b> ) <b>Office of Attorney General:</b> Ryan Halloran ( <b>KBBC attorney</b> )

1. Introduction of new commissioners
2. Any training or information that needs to be provided or introduced
  - a. New KBBC information folder
3. Possible revisions to the Nye Grant application and Guidance- Topics discussed at Annual Meeting, October 2012:
  - a. Three year limit per program
  - b. Criteria sheet revised to emphasize education
  - c. Detail what is a grade of 1 VS 4 for each criterion
  - d. New grants held until previous project reporting is up to date
  - e. Bicycle education: safety VS maintenance
  - f. Limitation on funding infrastructure (rent, buildings)
  - g. Limit on amount of grant

- h. Limit on application size
  - i. Penalty for no reporting or not following guidelines.
  - j. More specific on program time line. Some grants are now going on 4 years.
  - k.
- 4. The 2013 walk bike summit / information / involvement / promotion**
  - 5. Elections of new officers**
  - 6. Review of 2012 Paula Nye Grants given:**
    - a. Delivery of checks (updates)
    - b. Promotion of receipts of checks
    - c. Acceptance letters for 2012 grants
  - 7. Reallocation of funds with Paula Nye Grantees:**
    - a. Taylor County Trail Town Group
    - b. Central KY YMCA
  - 8. USBR System:**
    - a. Criteria
    - b. Work with Adventure Cycling Association
  - 9. Statewide Bicycle Plan**
    - a. Copy of current plan
  - 10. Status of KAR 14:020 / update**
  - 11. Review and update of KBBC recommendations.**

Topics as addressed during the meeting:

- Agenda overview was done by Bill Gorton
- Brief introduction of two of the new Commissioner
  - a. Robert Schley Cox offered a brief bio: Schley is a 40 year plus cyclist from western KY that now works part time at Breck's bike shop in Owensboro. The cycling in the western part of the state is beautiful and offers many different terrain choices.
  - b. Randy Thomas offered a brief bio: Randy is currently the President of the Bluegrass Cycling Club, founder of Bluegrass Bicycle Partners, longtime cyclist (former runner), director of the 2013 Horsey Hundred event ride, and wants to see cycling be as safe as possible in KY. Randy feels there is much potential for cycling and adventure tourism in KY.
- Bill reflected on the mission statement of the KBBC. "We represent the interest of bicyclist around the state." "The KBBC is the center for cycling in KY."
- Troy introduced the new KBBC information booklet. This new booklet contains:

1. Contact information for various KY Cabinets and Departments that work with cycling or cycling related issues
  2. All of the KRS's and KAR's relating to the KBBC and cycling
  3. Paula Nye Memorial Education Grant information
  4. KBBC disclosure and ethics agreements
  5. Video meeting location information
  6. Previous agendas and meeting notes
  7. Travel reimbursement policy and forms
  8. KYTC 2002 Pedestrian & Bicycle Travel Policy
- Bill reminded everyone of the upcoming KY Walk Bike Summit that was taking place later this week in Frankfort. Jason said that the KBBC had reserved a booth space (to share with KYTC) and would be there to offer cycling related materials and Paula Nye Grant brochures. Troy agreed to provide various materials and would bring to the event early Thursday morning. Bill asked which of the KBBC members would be at the summit. All but Katie and Schley said they would be there. Bill reminded everyone of the "meet and greet" opportunity on Friday morning before the official start of that day's events.
  - Bill pointed out that the "Share the Road" specialty license plate generates about \$60,000-\$70,000 a year. Bill mentioned that this amount is uncertain to be the same in the future and that the promotion of this plate and the money raised may be something the KBBC needs to look into later this year.
  - Bill asked if any of the organizations or programs that had used Paula Nye Grant funds in the past had **not** followed through with the reporting requirements. Troy said that there was only one organization that had not provided sufficient documentation; The Buffalo Trace Area Development District "Safety Town Storage" project in London KY.
  - Bill mentioned that the application review process by the KBBC should remain flexible, but possible add a few more line items to the rating criteria scoring system. Lynn suggested that the scoring system for the Nye Grant application be updated and used as a quantitative analysis for rating or ranking the programs seeking funding from the "Share the Road" plates. Katie agreed with Lynn and said that many grant review programs use a similar scoring system in ranking the sustainability of the programs and their effectiveness. She commented that the score be "a part" of the review process ("not the sole determining factor") and agrees that the KBBC remain flexible in the overall review process. Randy and Helen agreed that the review process should be looked at more carefully, but still remain flexible and keep it as simple as possible.
  - Jason recommended adding questions on the ranking criteria about "long term goals and how many people will be reached" for the program that is seeking funding.
  - Bill agreed with Katie on the comment that the criteria score should be a part of the review process and the KBBC make the final decision on the Nye Grant applicants. Katie

mentioned that if any changes were to be made on the Nye Grant criteria or the funding process that these changes should be made before the next KBBC meeting. Her concern was that future applicants should have enough time to know of any updates before the October 1 deadline. Bill asked that updates and possible changes for the Nye Grant be added as an agenda topic for the next KBBC meeting.

- Schley asked “How are the Share the Road license plates promoted?” He commented that many people in western KY have never heard of the plate and that many that have the plate don’t realize that the funds raised from the specialty plate are used for the Paula Nye Grant. He wants more promotion of the plate. Katie agrees that more promotion of the STR plate needs to be done. Randy said he would help promote the STR plate and what the money is used for within the Bluegrass Cycling Club.
- Bill nominated Katie McBride to be the new KBBC treasurer. The former treasurer’s (Melanie Bailey-Riffe) term expired this past year. Jason seconded the nomination. All members voted in favor. Katie McBride is now the current KBBC treasurer. Katie will follow up with Melanie and Bill on any accounting details for the remaining 2012 Nye Grant disbursement checks that need to be sent. Bill recommended that the KBBC bank account should be moved to a more convenient location (currently in Ashland, KY). Katie mentioned that she has several family members that are accountants and that she was familiar with these processes. Troy mentioned that the election of a new chairman may need to be reviewed also as the recommended term is 2 years. Troy was referring to KRS 174.125 –Membership-Duties. Bill mentioned that the previous chairmen had served various lengths of terms and that he was happy to review this topic and asked that this be added to the next meeting’s agenda.
- Bill, Jason, Katie, and Helen have all helped with the disbursement of the Nye Grant checks and still have a few more to mail or deliver. Some of these checks will be presented and the 2013 Walk Bike Summit. Helen said she would follow up with the only applicant that had not sent the acceptance letter in yet (Western KY University/Big red Bikes).
- The KBBC voted on two re-allocation of funds request, Taylor County Trail Town and the Central KY YMCA. Taylor County wishes to reallocate a portion of their funds (about \$900) to purchase a police patrol bike. Troy mentioned that this police bike was for one of the officers that works with this program, has completed the LAB “Bike Instructor” certification class and the program will reimburse these funds at a later date if the police bike can be paid for through the local police department or local government. Bill made the motion of approval for the Taylor County re-allocation of funds, Jason seconded. All voted to approve. The YMCA of Central KY wants to use a portion of the remaining Nye Grant funds to purchase bicycles. These bicycles would be used in existing programs (adult safety classes, bike rodeos, and adult fitness activities). Katie

mention that an organization in Louisville had funds remaining from a prior program and that the funds had been returned to the KBBC. Helen raised a concern that the organization was requesting a re-allocation of funds for something that was not in the original Nye Grant application or program description. Helen also commented that this situation would most likely happen again, now that the funds are being more closely managed by Troy Hearn. Bill commented that other organizations had similar funds remaining after their programs had ended and had used the remaining funds to purchase cycling related items that would be used within the Nye Grant qualifications. The motion for the Central KY YMCA to re-allocate funds was made and approved by all KBBC members.

- Jason gave a review of the United States Bicycle Route (USBR) system that has been developed by the Adventure Cycling Association (ACA). Jason referred to the examples of Florida, Wisconsin, and Michigan and recommended that KY use these state's criteria as a guide for future USBR projects. Jason said that he has been working with Kerry Irons (volunteer with ACA), Jenny Sullivan (ACA), and Troy Hearn on the review of current USBR routes (USBR 76/ Trans America) and the process of creating newly approved USBR routes (USBR 21,23, and 25). Jason's concern is that KYTC is only looking at the safety portion of the AASHTO / ACA USBR route criteria. Lynn reminded Jason that the newly developed Bicycle Level of Service (BLOS) was used to review and show a quantitative analysis of why KYTC choose one road verses another to get from point A to point B on an existing route. KYTC has not worked on any new routes. Troy and Lynn recommended that there needs to be a partnership when working on the USBR system; Jason agreed. Troy recommended that the partnership be with many groups and organizations; the KBBC, KYTC, Adventure Tourism, Public Health, and possibly create a USBR committee. Lynn also mentioned that the USBR system is design more for tourist or recreational cyclist. KYTC has more control and management with the concerns of commuter cyclist; as commuter cyclist are more involved with the overall transportation system. Katie commented that there was an overlap of the usefulness of the USBR system for commuter cyclist traveling longer distances. Katie made reference that she and her husband travel very long distances to the past two (2) years KBBC annual business meetings on their bicycles. Jason also commented that the USBR system was also an "Interstate travel network for bicycles". Troy agreed to continue the collaborative work with Jason and others on the future of the USBR system and other bike routes in KY.
- Jason asked if KY had an official "Bicycle Plan". He referred to a previous email that was sent by Lynn Soporowski and stated that the bicycle and pedestrian plan is incorporated with the strategic highway plan. Troy commented that KYTC also has a pedestrian and Bicycle Travel Policy that was published in 2002. Troy also stated that this travel policy

was much like a state plan and is very detailed. Jeff Moore gave a brief review of the KYTC “It’s Your Turn” survey that was done sent out this past year. Jeff said that there were over 10,000 participants and that cycling issues ranked in the top 10 of all comments. Several people commented that KYTC will really be making lots of changes now. Lynn reminded the group that the Planning section of KYTC can only **recommend** policy and design elements for cycling and cycling facilities.

- Troy mentioned that Geri Grigsby will be giving her speech at the Walk Bike Summit in place of Mike Hancock.
- Bill Gorton called the end to the meeting. 11:04am.